



Official 2013 City of Deltona Christmas Parade Entry Form

This year's theme is...

An Old Fashion Christmas



Parade will be held **Saturday, December 7, 2013 at 6:00 p.m. on Deltona Blvd.**

Email application to: deltonaparade@deltonafl.gov or mail/drop off to:

Deltona Christmas Parade, 255 Enterprise Rd. Deltona, FL 32725

Entry deadline is Friday, November 29th at 5:00 p.m. and is on first come first serve basis. Please remember that this parade is designed to entertain families, especially children. We encourage **ALL** entries to decorate according to the theme.

Name / Organization / Group: _____

Mailing Address: _____ **City & Zip Code:** _____

Contact Person: _____ **Phone:** _____

Email address: _____

***Will your group be doing a 30 second performance?** Yes No (circle)

Non-Commercial Walking/Riding Groups: Please select a category & indicate # of walkers: (please check)

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> School Band | <input type="checkbox"/> Boy Scouts | <input type="checkbox"/> Church Group | <input type="checkbox"/> Horses (must provide "clean up") |
| <input type="checkbox"/> School Group or Club | <input type="checkbox"/> Girl Scouts | <input type="checkbox"/> Antique Vehicle | <input type="checkbox"/> Cheerleaders |
| <input type="checkbox"/> Dance/Musical Group | <input type="checkbox"/> Majorettes | <input type="checkbox"/> Car/Motorcycle Club | <input type="checkbox"/> Civic Group/Club |
| <input type="checkbox"/> Drill Team | <input type="checkbox"/> Pageant Winner | <input type="checkbox"/> Fire/Rescue | <input type="checkbox"/> Other: _____ |

Number of participants in your group/entry: _____ **Will your entry have music?** Yes No (circle)

****If you will have a vehicle or float please complete the next section also****

Non-Commercial Vehicle/Floats~ Please complete this section

Vehicle type (auto, w/trailer, semi, tow truck): _____

How many vehicles in your entry? _____

Length of vehicle pulling float _____ ft.

Length of float _____ ft.

Total _____ ft.

Commercial Entry (ANY entry that advertises a business)

Type of Entry: _____ Small Business (less than 5 employees)

_____ Commercial Business (more than 5 employees)

Vehicle type (auto, w/trailer, semi, tow truck): _____

How many vehicles in your entry? _____

Length of vehicle pulling float _____ ft.

Length of float _____ ft.

Total _____ ft.

Reminder: Santa is on the last float in the parade. Please do not have a Santa or Mrs. Claus on your float/car/bike/vehicle.

Description of Entry (to be used by announcer, please be specific): _____

By signing this application, I hereby state that I have **read the Parade Guidelines and agree to abide by the terms and conditions** as defined therein and agree to be responsible for the compliance of same by all participants in my entry. I also agree to Indemnify, Hold Harmless and Defend the City of Deltona, its elected and appointed officials, employees, agents and volunteers, and their heirs, representatives, successors, executors, administrators and assigns from and against any and all suits and actions including attorney fees and all costs of litigation and judgments, claims for damages or injuries, including death, to persons or property of whatever kind or character, whether real, personal or mixed, asserted or occurring from every name and description arising out of or incidental to the Christmas Parade whether or not due to or caused by the City of Deltona, excluding only the sole negligence of the City of Deltona. I also state that any vehicles used in the parade will carry the proper insurance as required by law. I agree that this is a binding agreement that is intended to be as broad and inclusive as allowed and shall be governed by, construed and enforced in accordance with the laws of the State of Florida.

Authorized Signature

Print Name

Date

Parade Information and Guidelines

Information:

When: Saturday, December 7, 2013 Parade begins at 6pm with staging beginning at 3:45pm

Where: Deltona Blvd. beginning at Balsam St (US Post Office) and ending at Stratford Commons (Near Dollar General)

All applications must be received by 5pm on Friday November 29th, 2013. They can be emailed to deltonaparade@deltonafl.gov or dropped off or mailed to: **City of Deltona, Attn: Parade Committee, 255 Enterprise Rd. Deltona, FL 32725.**

Staging

The Staging area will take place from S Fairbairn Dr. heading towards Balsam St. All float entries will need to enter from the South side of Deltona Blvd. at S. Fairbairn Dr.

Please see the *Staging Area Entrance Map* for further details on the **Registration Tent** and an appropriate place for parade entrants to be dropped off. Please keep in mind that there are several other large areas within walking distance that can be used to drop parade participants off at such as the Fountains Plaza just south of the intersection of Enterprise Rd. and Deltona Blvd.

Surrounding streets in the staging area will be closed off beginning at 3:30pm.

Check-in / Information: The Registration table will be located on Deltona Blvd across from the Circle K. All Parade Staff will be wearing red shirts and all security staff will be wearing fluorescent colored vests.

Disbanding:

There will be a traffic pattern at the end of the parade for the disbanding process. Walkers, floats with passengers, off-road vehicles and animals will need to **stay to the LEFT** and disband utilizing the sidewalks. Floats without passengers and other vehicles will need to **stay to the RIGHT** on Deltona Blvd and be directed back into traffic by deputies.

Please note that off-road vehicles and animals will need to be delivered to the staging area prior to the parade and picked up in the disbanding area. Only those vehicles associated with these entries will be permitted to park at the end of Stratford Commons for this reason. (i.e. Horses and off road vehicles will need to be delivered and dropped off at the staging area just as any other entrant. Those vehicles transporting the animals or equipment will then need to travel up to Stratford Commons and park there to allow for pickup at the end of the parade.)

Parade Guidelines:

1. The purpose of the parade is entertainment. The Committee does not discriminate against any units on the basis of race, creed, religion, sex, National origin or sexual preference. However, since the creation of the parade is a matter of aesthetics, we have the right to reject any unit without a stated reason. As a general rule, we do not accept political or social action units.
2. Please visit the website for all parade information: www.deltonafl.gov click on the *Special Events* tab. All participants will be notified of their assigned spot in the parade prior to the parade.
3. There is only one Santa Claus in the Parade which will be selected and provided by the Parade Committee, we reserve the right to remove anyone resembling Santa Claus.
4. Due to this event being an evening parade, **all floats**, to include their tow vehicles should be decorated to include lights. Vehicles not meeting this requirement *will be removed* by Parade Staff.
5. **All floats that consist of a tow apparatus and trailer will be required to have 2 designated safety personnel, above the age of 18, on each side of the float wearing a reflective vest. Floats larger than a pickup truck and trailer will need to have 2 personnel on each side for a total of 4 safety personnel. Floats that do not meet these requirements will be removed from the parade. You must provide your own vests, they will not be provided.**
6. All entrants riding on a float or in a vehicle must remain securely within the apparatus. There will be no sitting on railings on the bed of a truck or trailer. This is to ensure occupant safety.
7. Entrants are encouraged to decorate their floats to go along with the parade theme. It is important for applicants to consider in advance how to “decorate” or craft their entry to go along with the theme.
8. For safety, **ABSOLUTELY NO CANDY OR GIFTS** are to be thrown from floats during the parade. Only walkers with each unit are allowed to distribute any handouts of any kind to the crowd.
 - a. IF you are handing out candy and are storing the surplus of candy on your float, only the Safety personnel will be authorized to refill the bucket from the float. Candy should be stored in a location where it is behind the axle of the float to avoid any possible contact with the tire/axle.
9. Walking entries must have a minimum of 10 participants, but no more than 20. Any group larger than 20 will be required to have a float for the remainder to ride on.
10. Entrants wishing to perform will have 30 seconds to do so. Any entrant taking longer than the allotted time will have points deducted from their scores. For example, if you have kids performing and then adults performing, you only have 30 seconds total, not for each group. This is to ensure that the gaps in the parade and stopping of the parade are kept at a minimum.
11. Matching attire is required for all marching/walking groups. Accompanying adults must also be dressed in attire that reflects holiday theme.
12. Entrants must be checked in by 4 PM, floats / **vehicles in assigned place by 4:30 PM**. Late arrivals will not be accepted as we require the additional time to adjust the list for the announcements.
13. All floats and vehicle entries must enter the staging area from the S. Fairbairn side between 3:30 PM to 4:30 PM. The staging entrance will close at 4:30.
14. Forward motion at an appropriate speed to keep up with the flow of the parade must be maintained at all times, **this includes walking units.**

- 15.** In an effort to not offend our guests, all entrants are expected to perform courteously and in good taste at all times. Unacceptable behavior will be cause for immediate removal and a possible ban of participation for 1 year.
- 16.** The City of Deltona maintains all rights to use photographs, motion picture films, and or video tape taken of participants for the purposes of advertising.
- 17.** Official "Parade Monitors" will be helping the parade run smoothly and can be identified by their fluorescent colored vests and red "Staff" shirts. Please follow their instructions as they are authorized to enforce all rules stated.
- 18.** Judging will be for the following categories: Best Overall, Best Marching Band, Best Themed Entry, Best Lights, Best Sound and Best Performance.

The winners will be notified after the parade by phone and awards will be presented at the first Deltona Commission meeting in January.